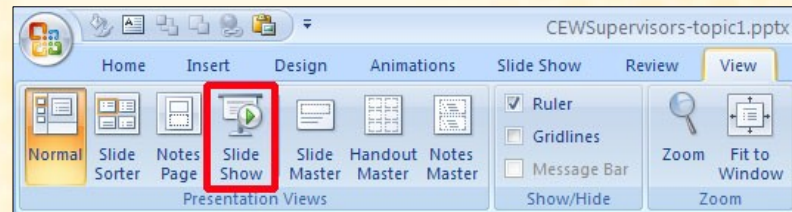




This PowerPoint orientation module is designed to be taken as an interactive, standalone slide show. Click **View>Slide Show** (see screen captures below) if you are not already in Slide Show mode. You are not in Slide Show mode if you see the PowerPoint menu bar and toolbar at the top of the screen.

PowerPoint 2007



Exit. Takes you out of the program and returns you to the Windows desktop.	Home. Takes you out of the program and returns you to the Windows desktop.	About. Displays information about the program.	Search. Displays a screen that allows you to search for topics.	Resources. Displays a screen with links related to the current topic. This button is only available when you are viewing a resource file.	Suggest. Displays a screen that allows you to suggest topics to be added to the program. Enter a topic name and click on the Suggest button.	Print. Displays a screen that allows you to print the current screen. Click on the Print button.	Back. Takes you to the previous screen in the sequence within the topic file. On the last screen of a topic, it instructs you to choose another topic.	Next. Goes to the next screen in the sequence within the topic file. On the last screen of a topic, it instructs you to choose another topic.
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Click anywhere in this box to close





Topic 9 - Recognition and Appreciation of Volunteers

Why Appreciate and Recognize Volunteers?

As stated earlier, you should treat DoD civilian employees who participate in the CEW program with the utmost appreciation. It is simply the right thing to do. *Using this guiding principle, think of what would correctly fill in the missing phrases below. Click to confirm your answers.*

By appreciating volunteers, you:

- Say thank you to them, on a personal level.
- Demonstrate the Department's and the country's respect for them in serving in an expeditionary capacity, often in dangerous, stressful environments.
- Champion the volunteers and their families to the community for their sacrifice.
- Reinforce to the public the Department's determination in the global fight against terrorism.
- Help give a favorable impression to other employees whose volunteerism is needed in this important program, to help recruit more volunteers.
- Inspire your employees to work harder and better to perform the mission.



Barbara Eberly, a government civilian deployed to Iraq, poses with her daughter, Navy Lt. Cmdr. Heather Kline, who has retired after 22 years of service. Eberly volunteered to serve a yearlong deployment through CEW, and is stationed on Camp Victory, Iraq.



Topic 9 - Recognition and Appreciation of Volunteers

What Is Mandated for Appreciating Volunteers?

Some of the ways to appreciate the volunteers are [mandated by policy](#). These include:

- Giving their CEW service extra positive weight in appraisals and promotions
- Providing premium pay
- Supporting their family logistically and psychologically



CEW students, team mentors, U.S. Department of Defense officials, role players, and training support staff share a traditional Afghan dinner before graduation from their training program.



Topic 9 - Recognition and Appreciation of Volunteers

What Is the Best Approach to Recognizing and Appreciating Volunteers?

Ways to appreciate CEW volunteers may not be so obvious, and may be things you have never done before in your career or your organization. However, you should consider all options. Their special service deserves your special attention to what would make them feel most appreciated. It is up to you to be creative and come up with effective ways to recognize your volunteers, in the ways that you know will be most meaningful to them.

Think of possible answers to the following questions, then click the questions to check your answers.



Your attitude of appreciation needs to be consistent and unwavering throughout their tenure in the program, not just during a brief welcome home ceremony.



You may want to enlist the help of component leadership in planning and executing recognition and appreciation activities. And, of course, you can ask the CEW program office what other supervisors have done for their volunteers.



Ask your employee (and possibly their friends and family) how they would like to be appreciated.



CEW student Rashid Diallo celebrates at the graduation dinner.



Topic 9 - Recognition and Appreciation of Volunteers

What Are Some Possible Ways to Recognize and Appreciate Volunteers?

The following is a list of possible options. It is by no means an exhaustive list; this is merely meant to get you started brainstorming possibilities. As mentioned on the previous screen, you need to be creative and flexible, and don't be afraid to ask your employee what would best work for him or her.

Can you think of some ways to appreciate and recognize your employee?

Think of possible ways suggested by the images below, then click for more details.

Encourage the employee to share their deployment experiences. They may have taken photos that they are eager to share, that will give their co-workers a more concrete idea of who and what the mission is or who and what they are serving (especially if the volunteer's theater organization was supported by the home station organization's operations). Having volunteers publicly share their thoughts about the value and rewards of the experience will be helpful in recruiting further volunteers and inspire your employees in supporting the mission.

Click anywhere in this box to close.



Valuable insight into





Topic 9 - Recognition and Appreciation of Volunteers

What Awards are Available to CEW Volunteers?



The following is a list of possible honorary civilian awards (some of these include money as well).

- [Secretary of Defense Medal for the Global War on Terrorism \(GWOT\)](#)
- [Secretary of the Army Award for Valor](#)
- [The Armed Forces Civilian Service Award](#)
- [The Civilian Award for Humanitarian Service](#)
- [The Achievement Medal for Civilian Service](#)
- [The Commander's Award for Civilian Service](#)
- [The Superior Civilian Service Award](#)
- [The Meritorious Civilian Service Award](#)
- [Secretary of Defense Medal for Defense of Freedom \(Purple Heart for Civilians\)](#)



Topic 9 - Recognition and Appreciation of Volunteers

End of Module

This concludes the **Orientation to CEW for Supervisors** module. Click the Exit button at the bottom left of this screen to return to Normal mode, then close this PowerPoint window. You will see the Topics Menu page, with a **Certificate of Completion** button. This button will not be active unless you have completed all topics in the module. After clicking the **Certificate of Completion** button, you will be asked to identify yourself and take a short survey before getting the certificate.

Thank you for taking this orientation module. If you have any questions or suggestions for improvement, [let us know](#).



This is the last screen in this topic. Click the Exit button to exit Slide Show Mode, then close the PowerPoint window. Return to the Topics Menu to launch the Certificate of Completion (it is active only if you have completed all previous topics).

